CSS Grad Committee Meeting – Minutes

February 7, 2023

9 – 10 a.m.

<u>**Attendance**</u>

Voting Faculty: Ankur Teredesai, Mohamed Ali, Martine De Cock, Ka Yee Yeung, Wei Cheng, Paulo Barreto, Juhua Hu, Donald Chinn, Wes Lloyd, Anderson Nascimento

Non-voting Faculty and Staff: Raj Katti, Rachel Crook

Absent: Eyhab Al-Masri, Josh Tenenberg

<u>**Items**</u>

1) Approve minutes from 1.10.23 meeting

> **Moved: A. Teredesai**
>
> **Seconded: P. Barreto**
>
> *Eligible to vote: 12 (2 voting faculty members absent from meeting)*
>
> **10 in favor, 0 against, 0 abstain**

2) Fall application review and updates

There are a few candidates that do not have a background in CS, and don't fulfill some of our admission requirements. The Chair shared that we have a proposal now for non-CS students to participate in the GCSDE as a pathway to MSCSS, which could help with this issue.

The Chair reminded the committee to check that there aren't any applications in MyGrad pending their review (all committee members should have a calendar reminder for this every Friday). Some committee members requested that the Advisor pre-screen applications before assigning to make sure that they are complete with all the required application materials, and to also send email updates when there are pending reviews. The Chair agreed with this, and confirmed that they will ask the Advisor to

send out reminders on a monthly basis when applications are pending, and to not assign incomplete applications (except for special cases with exceptions).

3) Current spring enrollment

This item was not discussed, and will be added to our next meeting agenda.

4) Transfer of 21 credits from Bothell request

A student from UW Bothell has requested to transfer 21 credits to join our MSCSS program – the committee reviewed the message(s) shared from the student, and discussed potential options, as well as the committee's concerns about allowing a student to transfer the full 21 credits. The Committee recommended that the max exception they can make is 15 credits to ensure the student is taking enough core and electives at UWT w/ MSCSS UWT standards.

5) PhD student advisor transfer process

There is a PhD student who is interested in a subject area outside of their current advisor's scope of research. The advisor provided some additional context to this situation, and recommended finding another advisor who has more experience with this student's research interests. The committee discussed different potential solutions to this issue, including forming an advising committee for this student or potentially reaching out to industry to see if there's anyone interested in advising this student (this could potentially make funding more difficult for this student). The Chair decided that they will meet with this student to chat about this issue and potential solutions.

6) Graduate certificate + MSCSS admission

The goal for this is to allow current GCSDE students to enroll in a full-time option (to help them receive financial aid) – this is currently being offered on a case-by-case basis. We would like to do this on a bigger scale and provide this full-time option to every student, which would require committee approval. This plan would increase the credit load for GCSDE from 6 credits to 10, and could potentially provide conditional admission to the MSCSS program upon completion of the spring quarter in their first academic year in GCSDE (as long as they maintain a GPA above 3.0). This could be a great program to advertise and potentially increase our MSCSS enrollment. The committee discussed this plan and made suggestions for which courses should be added to increase from 6 to 10 credits. This change may require full CSS program approval, but this committee should vote first before presenting it to the full CSS program committee.

Motion: To approve the full-time GCSDE program plan as discussed

Moved: K. Yeung

Seconded: A. Teredesai

Eligible to vote: 12 (2 voting faculty members absent from meeting, 1 voting faculty member left meeting before this vote)

9 in favor, 0 against, 0 abstain